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Executive Registry  
3-0105

JUL 9 1952

MEMORANDUM FOR: Director of Central Intelligence

SUBJECT: Establishment of a CIA Message Center

I. PROBLEM - To establish a CIA Message Center, headed by a Cable Secretary, responsible directly to the Director's Office.

II. FACTS BEARING ON THE PROBLEM -

A. The CIA Signal Center, operating under the Assistant Director for Communications, contains a Processing Branch contiguous to the Communications Center, which performs the CIA Message Center function but at a level considerably below the Director of Central Intelligence. It does not have the equivalent of a Cable Secretary.

B. Trained personnel presently assigned to this Processing Branch could immediately serve as a nucleus of a message center organizationally positioned under the Director's Office.

C. Current cable procedures, including distribution and origination principles, are not entirely consonant with the Director's stipulated desires.

D. Cable procedures, in accord with the DCI command and staff concepts, are currently being developed.

III. DISCUSSION -

A. Rules governing the distribution, origination, coordination and release of CIA cables are a command responsibility. A Message Center, acting in the name of, and responsible to, the Director, and charged with the performance of these functions can logically and technically be divorced from the Communications cryptographic, transmission and receipt functions of the present Signal Center.

B. The proposed Message Center is envisioned as consisting of two components, the Cable Secretariat and a processing unit. The processing unit, which handles administrative and clerical cable distribution and handling, can be established immediately by redesignating the present Signal Center Processing Branch as the Message Center. Institution of a Cable Secretariat, made up of the necessary number of Intelligence Executive Officers, can be partially implemented at this time by designating the present Chief, Processing Branch as Acting Cable Secretary, and his present assistants as Assistant Cable Secretaries. These individuals have had from three to five years experience in message center work in the CIA Signal Center and are well qualified for the Cable Secretariat.

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C. An effective message center can be developed in a relatively short period of time by utilizing the nucleus indicated above. The message center should, for reasons of efficiency, coordination, and rapid handling, remain sited contiguous to the Signal Center. Additional personnel, training and functional development are, however, requisites to a completely effective CIA Message Center. The Cable Secretary and his Assistant Secretaries must be well versed in the organization of CIA, its operations and administration. A firm Table of Organization for the Message Center should await development and delineation of operating responsibilities and functional integration.

D. Current cable procedures do not require that all cable traffic flow from the DCI to the Senior CIA officer of each field station and vice versa, as the DCI desires. Prior to a revision of cable procedures which will accomplish this, it will be necessary to designate a Chief or Senior Representative as appropriate for all field stations.

IV. RECOMMENDATIONS - It is recommended that:

A. A CIA Message Center, consisting of a Cable Secretariat and a processing unit be established immediately, and that this be done by re-designation of the present Processing Branch of the Signal Center as the Message Center.

B. The present Chief, Processing Branch be appointed Acting Cable Secretary and be responsible to the Director through the Executive Assistant for bringing to the Director's attention all cables warranting such action immediately they are received.

C. Senior Representatives or Chiefs of Stations be designated for each CIA station in the Field.

D. Covert Cable Procedures be revised in accordance with the command channels which follow upon the designations recommended above.

E. A firm Table of Organization covering the fully operating CIA Message Center be established after a development and trial operational period.

(APPROVED) ~~(DISAPPROVED)~~

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Walter B. Smith  
Director

JUL 14 1952

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Assistant Director  
for Communications

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MEMORANDUM FOR: GENERAL SMITH

Noted by DCI  
*W.H. Lee*

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Implementation of the Merger Paper will  
take care of paragraph C of the Recommendations.

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JSE

*Put in effect as soon  
as merger paper is  
issued & action rep'd.  
designated. The* 11 July 1952  
(DATE)  
*must also report  
a cable to Comsec.*

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